



# New Scheduler for Non-local / DLA Disposition Services J411 Scheduled Shipments

# Non- Local Customer DLA Disposition Service Scheduler Turn-in Procedures

Go to:  
<http://www.dispositionservices.dla.mil>

Click Here

DLA Disposition Services - Microsoft Internet Explorer provided by Proxy Consolidation USE6

http://www.dispositionservices.dla.mil/

DEFENSE LOGISTICS AGENCY  
Disposition Services

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Welcome

**NEWS ALERT!**  
Check our [FAQ page](#) for the latest RBI information as we transition to a new business system.

Local intranet | Protected Mode: Off

# Consent to monitoring page



## DISPOSITION SCHEDULER

### Consent to Monitoring



You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-authorized use only.

By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counter-intelligence (CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such are private and confidential.

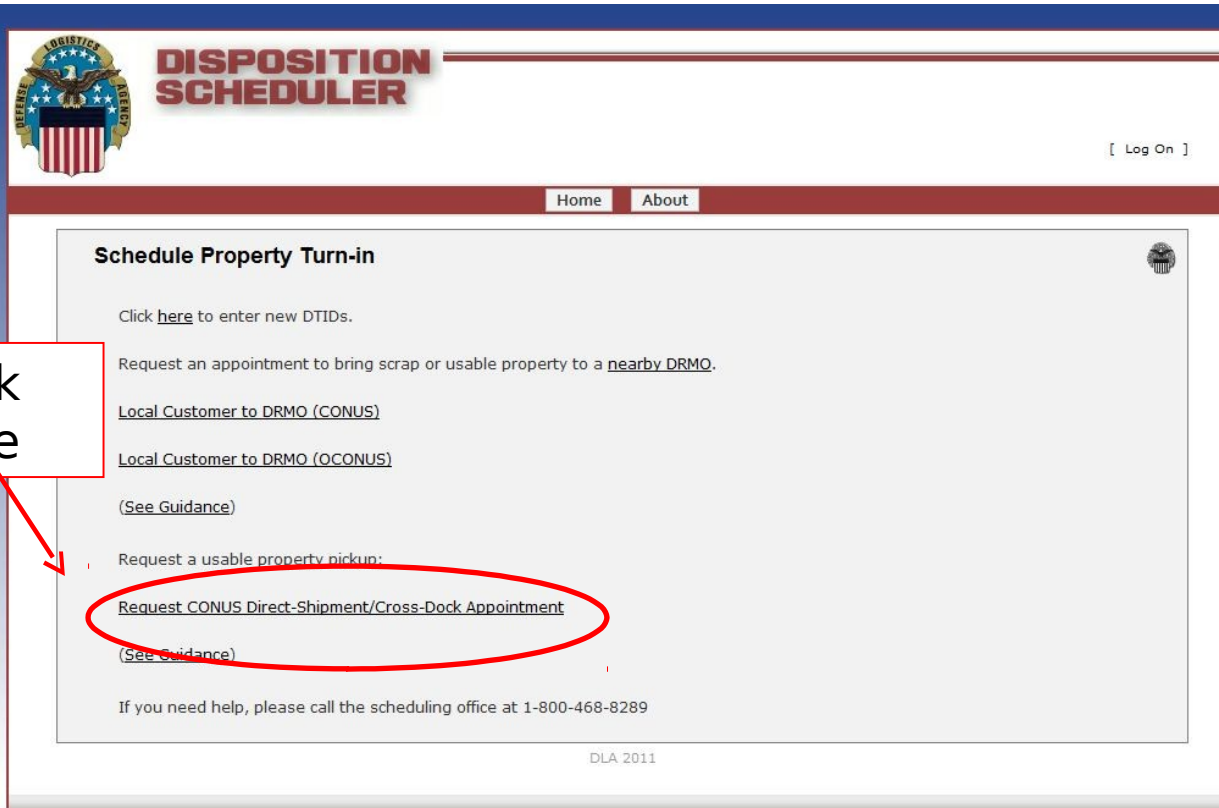
Click Here

Security protections may be utilized on this IS to protect certain interests that are important to the USG. These protections are not provided for your benefit or privacy and may be modified or eliminated at the USG's discretion. By signing this document, you acknowledge and consent that when you access Department of Defense (DoD) information systems; You are accessing a U.S. Government information system (as defined in CNSSI 4009) that is provided for U.S. Government-authorized use only.

Check here to consent.

OK

# Type of turn in page



The screenshot shows the 'Disposition Scheduler' website. At the top left is the Department of Defense seal. The title 'DISPOSITION SCHEDULER' is prominently displayed. A navigation bar includes 'Home' and 'About' links. A 'Log On' link is located in the top right corner. The main content area is titled 'Schedule Property Turn-in' and contains several links and instructions. A red box with the text 'Click Here' and an arrow points to the link 'Request CONUS Direct-Shipment/Cross-Dock Appointment', which is also circled in red. Other links include 'here', 'nearby DRMO', 'Local Customer to DRMO (CONUS)', 'Local Customer to DRMO (OCONUS)', and '(See Guidance)'. A contact number '1-800-468-8289' is provided at the bottom of the main content area.

**DISPOSITION SCHEDULER**

[ Log On ]

Home About

### Schedule Property Turn-in

Click [here](#) to enter new DTIDs.

Request an appointment to bring scrap or usable property to a [nearby DRMO](#).

[Local Customer to DRMO \(CONUS\)](#)

[Local Customer to DRMO \(OCONUS\)](#)

[\(See Guidance\)](#)

Request a usable property pickup:

[Request CONUS Direct-Shipment/Cross-Dock Appointment](#)

[\(See Guidance\)](#)


If you need help, please call the scheduling office at 1-800-468-8289

DLA 2011

Click  
Here

# Destination Information

TestRequestDestInfo



## DISPOSITION SCHEDULER

[ Log On ]

[Home](#) [About](#)

### Destination Information

**Closest Site:** \*

**Requested Pickup Time:**  (Example: 15:30)

\* Required field

DLA 2011

- Chose your closest site from the drop menu
- Select a requested pickup time
- Click Next

# Contact information



## DISPOSITION SCHEDULER

[ Log On ]

Home About

### Contact Information



Customer DoDAAC: \*  (From DD1348-1A, Block 2)

#### Primary Point of Contact

First Name: \*   
Last Name: \*   
Email Address: \*   
Commercial Phone: \*   
DSN:   
Mobile:

#### Secondary Point of Contact

First Name: \*   
Last Name: \*   
Email Address: \*   
Commercial Phone: \*   
DSN:   
Mobile:

\* Required Field

DLA 2011

- A secondary POC is MANDATORY for all non-local shipments
- The Drop off location calendar is visible

# Special Handling



**DISPOSITION  
SCHEDULER**

[ Log On ]

Home About

## Special Handling

Number of 1348s in this shipment: \* 1

### Special Requirements

- Hazardous Material
- Computers (CPU, Laptop, etc.)
- Air Conditioners/Refrigerators
- Ammo Pouches/Bandoliers/Holsters/Small Arms Parts
- Radio Sets/Compasses/Tubes
- Items Requiring Demilitarization
- Metalworking Machines

Property Description/Special Instructions/Notes: (2000 characters maximum)

**Include request pickup dates**

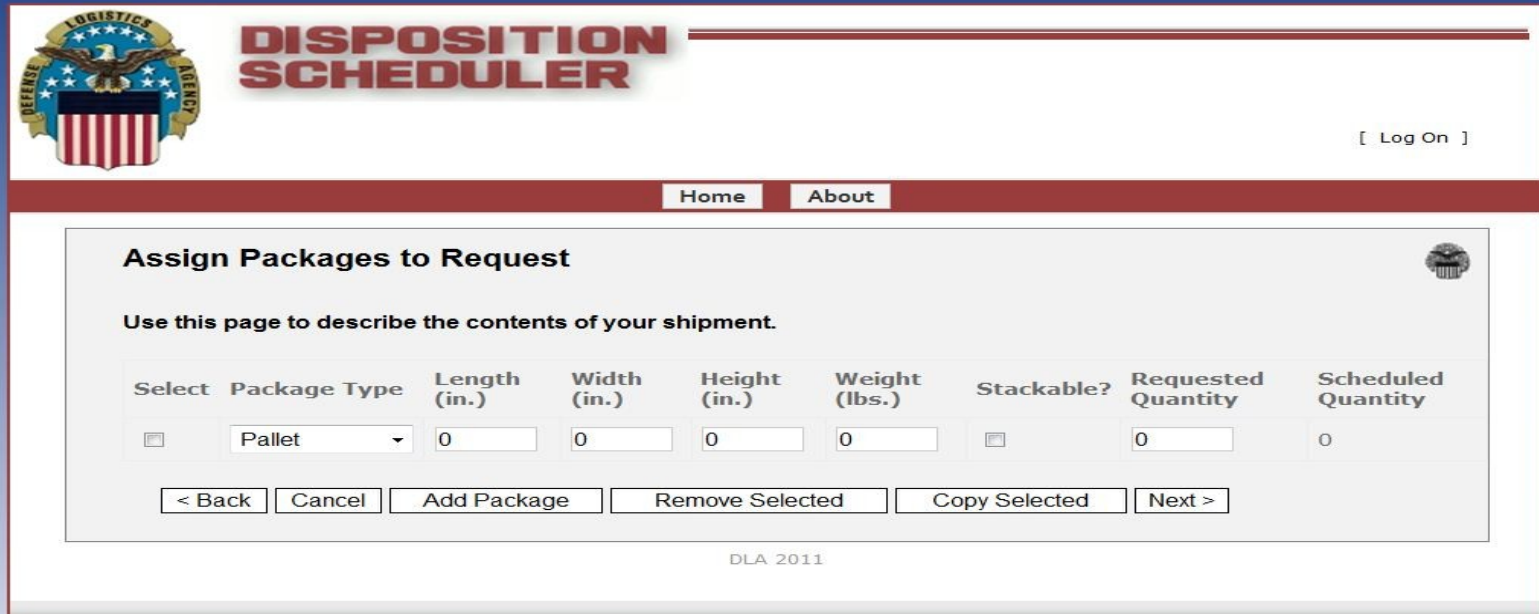
Address/Driving Instructions from Nearest Highway: (2000 characters maximum)

\* Required field

< Back Cancel Next >

- Enter number of 1348's for the shipment
- If a check box is checked guidance to the requirements for turn in is provided
- Property description and notes
- Provide any driving directions to pick up location

# Assign Packages to Request



The screenshot shows the 'DISPOSITION SCHEDULER' web application. At the top left is the Defense Logistics Agency (DLA) logo. To its right is the title 'DISPOSITION SCHEDULER' in large, bold, red letters. Further right is a '[ Log On ]' link. Below the title is a navigation bar with 'Home' and 'About' buttons. The main content area is titled 'Assign Packages to Request' and includes a small globe icon. Below the title is the instruction: 'Use this page to describe the contents of your shipment.' The main form is a table with the following columns: 'Select', 'Package Type', 'Length (in.)', 'Width (in.)', 'Height (in.)', 'Weight (lbs.)', 'Stackable?', 'Requested Quantity', and 'Scheduled Quantity'. The first row contains a checkbox, a dropdown menu set to 'Pallet', and input fields for Length, Width, Height, and Weight, all containing the value '0'. There are also checkboxes for 'Stackable?' and 'Requested Quantity' (containing '0'). Below the table are buttons for '< Back', 'Cancel', 'Add Package', 'Remove Selected', 'Copy Selected', and 'Next >'. At the bottom center of the page is the text 'DLA 2011'.

Select	Package Type	Length (in.)	Width (in.)	Height (in.)	Weight (lbs.)	Stackable?	Requested Quantity	Scheduled Quantity
<input type="checkbox"/>	Pallet	0	0	0	0	<input type="checkbox"/>	0	0

< Back   Cancel   Add Package   Remove Selected   Copy Selected   Next >

DLA 2011

- Select the Package Type from the dropdown menu. Available types are:
  - Pallets, Tri-walls, Rolling Stock, and Other
- Enter Length, Width and Height in inches, the weight in Lbs. Select if it's Stackable and enter the Requested Quantity.
- Select Add Package to Enter more lines, click the Select box and click Remove Selected to remove, or click Copy Selected to duplicate a line.
- Click next to continue to the select DTID page



# Select DTIDs



## DISPOSITION SCHEDULER

[ Log On ]

Home

About

### Select DTIDs



#### DTIDs Assigned to this turn-in:

There are, currently, no DTIDs assigned to this turn-in.

#### DTIDs Available for this turn-in:

There are, currently, no DTIDs available for this turn-in.

Click [here](#) to go to ETIDs.

< Back

Cancel

Next >

DLA 2011

Available DTIDs will show in the bottom box. As you select the DTIDS they will move to the assigned Section. If DTIDs are not available you can select to go out to DTIDs to create new DTIDS

# Request confirmation

**DISPOSITION SCHEDULER**

[ Log On ]

Home About

### Request Confirmation

Please review your request and then click on the submit button at the bottom of the screen.

Site: Wright Patterson Afb, OH (5XP485)  
Customer DoDAAC: 5C4400  
Requested Pickup Time: 07:30

Primary Point of Contact

Name: Aaron Bakkila  
Email: [aaron.bakkila@da.mil](mailto:aaron.bakkila@da.mil)  
Phone: 209-951-3560  
DSN:  
Fax:  
Fax DSN:

Secondary Point of Contact

Name: Johnny Dow  
Email: [johnny.dow@da.mil](mailto:johnny.dow@da.mil)  
Phone: 555-555-3555  
DSN:  
Fax:  
Fax DSN:

DTICs Information

No DTICs have been assigned to this turn-in.

Special Handling

Hazardous: No  
Computers: No  
Refrigerants: No  
Ammo: No  
Radicals: No  
Requires Demil: No  
Metalworking Machines: No

Package Information (Pallets, Trivalls, etc.)

Type	Length (inches)	Width (inches)	Height (inches)	Weight (lbs)	Stackable	Quantity
Pallet	48	48	48	1000	No	24

Total Cubic Feet: 1338  
Total Estimated Weight: 24000

Property Description/Special Instructions/Notes:  
Address/Driving Instructions:  
Number of 1548's: 1

Back Cancel **Submit**

OLA 2011

review for accuracy and click on Submit to send the request to the local scheduler.

# Request Confirmation Continued

**DISPOSITION SCHEDULER**

[ Log On ]

Home About

### Request Confirmation

Your request has been saved. Your confirmation number is 000000078.

Site: Wright Patterson Afb, OH (5XP485)  
Customer DoDAAC: 5C4400  
Requested Pickup Time: 07:30

Primary Point of Contact

Name: Aeron Bekkila  
Email: [aeron.bekkila@dlm.mil](mailto:aeron.bekkila@dlm.mil)  
Phone: 289-981-5550  
OSN:  
Fax:  
Fax OSN:

Secondary Point of Contact

Name: Johnny Doe  
Email: [johnny.doe@dlm.mil](mailto:johnny.doe@dlm.mil)  
Phone: 555-555-5555  
OSN:  
Fax:  
Fax OSN:

DTID's Information

No DTID's have been assigned to this turn-in.

Special Handling

Hazardous: No  
Computers: No  
Refrigerants: No  
Ammo: No  
Radio: No  
Requires Demil: No  
Metalworking Materials: No

Package Information (Pallets, Trivalls, etc.)

Type	Length (inches)	Width (inches)	Height (inches)	Weight (lbs)	Stackable	Quantity
Pallet	48	48	48	1000	No	14

Total Cubic Feet: 1536  
Total Estimated Weight: 24000

Property Description/Special Instructions/Notes:  
Address/Driving Instructions:  
Number of 1348's: 1

Home

DLA 2011

Request shown with confirmation number. An e-mail will also be sent to Primary and secondary contacts on the request form.

# Automatic Confirmation E-mail

From:  donotreply@dispositionscheduler.vsm.dla.mil Sent: Mon 2/27/2012 8:40 PM  
To:  Bakkila, Aaron DLA CIV DISPOSITION SERVICES;  johnny.doe@dla.mil  
Cc:  
Subject: Customer Transportation Request #0000000070

We have received your transportation request, Confirmation Number 0000000070.

A Disposition Services employees will contact you if there are any issues with your property turn-in.

Once your request has been reviewed and approved, you will receive a commercial bill of lading (CBL) at least 48 hours prior to scheduled arrival.

Please note that the minimum requirement for a direct shipment is 24 pallets, 1400 cubic feet of property, or 25,000 lbs. of property.

For further assistance, please call us at (800) 468-8289 or email us at [DMR5TransportationIssues@dla.mil](mailto:DMR5TransportationIssues@dla.mil).

Confirmation Number: 0000000070  
Date Submitted: 02/27/2012 20:39  
Site: DLA DS WRIGHT PATTERSON  
Customer DoDAAC: SC4400  
Requested Pickup Time: 07:30  
Primary Point-of-Contact: Aaron Bakkila  
[aaron.bakkila@dla.mil](mailto:aaron.bakkila@dla.mil)  
269-961-5860  
DSN:  
Fax:  
DSN Fax:

Secondary Point-of-Contact: Johnny Doe  
[johnny.doe@dla.mil](mailto:johnny.doe@dla.mil)  
555-555-5555  
DSN:  
Fax:  
DSN Fax:

#### DTIDs Information:

Hazardous: No  
Computers: No  
Refrigerants: No  
Ammo: No  
Radios: No  
Demil Required: No  
Metal Working Machine: No

#### Property Description/Notes:

Number of 1348s: 1  
Total Cubic Feet: 1536.0  
Total Estimated Weight: 24000  
Pallets: 24  
Trivalls: 0  
Rolling Stock: 0  
Other: 0

**A Disposition Services employees will contact you if there are any issues with your property turn-in.**

**Once your request has been reviewed and approved, you will receive a commercial bill of lading (CBL) at least 48 hours prior to scheduled arrival.**

**Please note that the minimum requirement for a direct shipment is 24 pallets, 1400 cubic feet of property, or 25,000 lbs. of property.**

**For further assistance, please call us at (800) 468-8289 or email us at [DMR5TransportationIssues@dla.mil](mailto:DMR5TransportationIssues@dla.mil).**